

CHICOPEE HOUSING AUTHORITY
Agenda for the
REGULAR MEETING OF THE AUTHORITY
To be held at
7 Valley View Court

November 10, 2009

Roll Call, Members of the Authority:

Call to order at: By:

Present:

Chester Szetela
Brian Hickey
Charles Swider
Bruce Socha
Tameika Raye'la Martinez

Also in attendance were the following: Secretary Monica Pacello Blazic, Assistant Executive Director, Patricia Murry, Finance Director Denis Vermette, Maintenance Operations Manager David Dymek, Modernization Coordinator, Robert Kachinski, and Carmen Estrada, Recording Secretary.

2. Reading of the Minutes of the Meeting

3. Treasurer Report

4. Reading of the Correspondence.

5. Payment of the Bills

A tabulation of those bills to be paid is contained in the Member's folders.

6. Committee Reports

7. Tenant Organization Input

8. OLD BUSINESS:

A. (FYI) The staff has corrected an error in the Performance & Evaluation Report for CFP 2006. The Housing Authority exceeded the 10% cap by \$1.00 due to a rounding issue. The staff has revised the Final Performance & Evaluation to reflect the reduction of \$ 1.00 from the 1410 Admin line item and transferred it to the 1406 Operations line.

9. NEW BUSINESS:

A. The Housing Authority is in receipt of change order # 2 from Bay State Rug Company for a credit of \$842.40 for the hallway carpet replacement at the Edmund Kida Apartments.

Resolution required for approval

B. The Housing Authority is in receipt of invoice # 2 for payment from Bay State Rug Company for retainage at Edmund Kida Apartment in the amount of \$1,344.00. This invoice is in accordance with the terms of the contract requirements.

Motion to pay

C. The firm of Bay State Rug Company has submitted a Certificate of Final Completion for the hallway carpet replacement at Kida Apartments.

Resolution required for approval

D. The Housing Authority is in receipt of change order # 1 from Accutech Insulation & Contracting Company for an extension of time from November 18, 2009 to December 31, 2010 for asbestos abatement in the Senecal Apartment tunnels. These actions are allowed under the contract requirements and do not create a financial problem.

Resolution required for approval

E. The Housing Authority is in receipt of change order # 1 from ATC, Inc. for an extension of time from November 18, 2009 to December 31, 2010 for air quality testing at the Senecal Apartment tunnels. These actions are allowed under the contract requirements and do not create a financial problem.

Resolution required for approval

F. The staff of the Housing Authority has prepared a contract with Kurtz, Inc. to repair the balconies at Birch Bark Apartments for the amount of \$74,984.00.

Resolution required for approval

G. The Housing Authority has received from the Commonwealth of Massachusetts, the Department of Housing & Community Development, amendments to the Capital Project Budget contract for the Senecal Site Improvement Project (200-1) and the Birch Bark Concrete Repair Project (667-8).

The total amount for the two amendments is \$2,914,827.00 which revises the Capital Project budget to an increased budget of \$3,284,727.00.

Resolution required for approval.

H. The staff requests the Board of Commissioners to approve, as proprietary specification, the use of new Schlage locksets which will be installed with the entry and hallway doors at Memorial Apartments (AMP 8-2). The existing apartment doors have been converted to Schlage locks and are currently on a master key system. The new entry doors will also be keyed to the existing master and will facilitate repairs/rekeying the new locks in the future.

Resolution required for approval

I. The staff has prepared the final State Budget for FY 2010 (July 1, 2009 – June 30, 2010) for approval by the Board of Commissioners. Budget materials will be distributed by the Finance Director.

Resolution required for approval

J. The staff of the Housing Authority has prepared a contract with Adam Quenneville Roofing & Siding, Inc for gutter replacement at Cabot Manor Apartments (AMP8-1) in the amount of \$99,875.00.

Resolution required for approval

K. (FYI) The Housing Authority has received the PHAS Physical Report for Fiscal Year 2009 which indicate the results of the REAC inspections conducted by HUD in October 2009.

The next regular meeting of Chicopee Housing Authority will be held on December 9, 2009.